

MISSOURI STATE LIBRARY SCHOLARSHIP

APPLICATION GUIDELINES

*Winter/Spring and Summer 2007 Semesters
Applications Due October 2, 2006*

Purpose of Scholarships

National studies and projections indicate the demand for librarians far exceeds supply. This is considered one of the most critical issues for library service at this time. Financial support for future librarians increases the professional library workforce by encouraging individuals who might otherwise not have the resources for higher education to become librarians. The Missouri State Library Scholarship program is designed to encourage professional librarianship in Missouri's libraries.

Scholarship Details

The Missouri State Library Scholarships are for students pursuing a master's degree in library science, school library media specialist certification, or school library media specialist certification concurrent with a master's degree in library science.

The scholarship covers the cost of tuition and applicable fees in a college or university in the State of Missouri. The maximum reimbursement rate for tuition/fees is limited to the highest prevailing per credit hour tuition/fees rate charged by a Missouri state college or university. As this rate is subject to fluctuation, the current tuition/fee schedule by school is developed each year.

Scholarship applicants are encouraged to enroll full-time and complete their studies in a timely manner. However, the Missouri State Library Scholarships are also available to applicants who may be part-time students or completing part of their class work using distance-learning opportunities.

Those students requiring completion of remaining undergraduate credit for admission into a graduate program may apply for the State Library Scholarship if currently employed in a Missouri library, enrolled in a Missouri college or university, and less than 15 hours of undergraduate credit is needed.

Eligibility Requirements

A candidate for a Missouri State Library Scholarship must meet the following requirements:

- Be a current Missouri resident or currently employed in Missouri.
- Be admitted and enrolled in an accredited college or university in Missouri prior to the semester the scholarship is received. Application to the graduate library program should already be completed. Formal admittance to the library program must be achieved and confirmed prior to the beginning of the Winter/Spring 2007 semester if applying for a

Winter/Spring scholarship or the Summer 2007 semester if applying for a Summer scholarship.

- Students pursuing a master's degree in library science must attend a graduate program accredited by the American Library Association. Currently, the University of Missouri – Columbia School of Information Science and Learning Technologies is the only graduate program accredited by ALA for a master's degree in library science in Missouri. Students pursuing a master's degree for the purpose of school library media certification must attend a graduate program accredited by National Council for Accreditation of Teacher Education and recognized by the Missouri Department of Elementary and Secondary Education for school library media certification. Currently, Central Missouri State University and the University of Missouri – Columbia have graduate programs in library science to meet school library certification requirements. Several other schools in Missouri offer programs to meet the requirements for library media specialist certification. Eligible schools must have accreditation by National Council for Accreditation of Teacher Education and approval by the Missouri Department of Elementary and Secondary Education for library media certification. Missouri schools accredited by NCATE may be found on their Web site at <http://www.ncate.org/public/listofaccredinst.asp>. Certification programs approved by DESE may be found on their Web site at http://www.dese.mo.gov/divteachqual/teached/directory/basic_programs.pdf. Eligible schools must appear on both lists.
- Make a commitment to work in a publicly funded Missouri library after graduation as a full-time professional employee immediately after completing his/her graduate program. Publicly funded libraries include local public libraries, libraries of public academic institutions, public school libraries, or other libraries in publicly funded institutions. The work commitment is calculated as one month of work commitment for each academic course supported by the scholarship. For example, if a student receives scholarship support for 12 academic classes, then a 12-month work commitment would be required. The work commitment calculation is the same for each course, regardless of the number of credit hours. Full-time professional employment must be secured within six months after completing the graduate program. The applicant may need to relocate within Missouri to secure a position and be flexible in the type of position accepted. A scholarship recipient who fails to complete his/her graduate degree or fulfill this commitment will be expected to immediately repay a pro-rated amount based on total scholarship money received and the months of work obligation not met.
- If still an undergraduate student, you must be currently employed in a Missouri library, accepted and enrolled in a Missouri college or university, and require less than 15 hours of credit to complete undergraduate program.

Application Requirements

A complete, original application form and essay must be mailed and postmarked no later than October 2, 2006 for the Winter/Spring 2007 and Summer 2007 semester. This is the only period of time applications will be accepted for the Winter/Spring 2007 or Summer 2007 semester.

Official transcripts for all previous and current academic credit must be sent to the Missouri State Library from the educational institution no later than October 2, 2006.

A minimum of three letters of recommendation from a variety of professional and/or personal references must be sent to the Missouri State Library no later than October 2, 2006.

Selection Process

A Scholarship Committee will screen and evaluate the applications and forward recommendations to the State Librarian and the Secretary of State. The number of scholarships awarded may vary each semester due to the number of applications received and the amount of funding available. The selection process usually takes approximately 12 -16 weeks.

Applicants are responsible for ascertaining the Missouri State Library has received references and transcripts. The Scholarship Committee reserves the right not to consider incomplete applications.

The Scholarship Committee may elect to conduct phone or personal interviews with finalists. Priority may be given to those applicants who are multilingual. Priority may be given to those who do not already hold a master's degree in another area of study.

Post Award

The State Library will notify applicants of scholarship awards. Recipients will receive a formal agreement package detailing requirements of awards. This legally binding document must be signed by the recipient and returned to the State Library to activate the award process.

Once the State Library receives the signed agreement, the college or university will be notified of the scholarship and will be asked to indicate the scholarship amount as anticipated aid on the recipient's account. Scholarship funds shall be paid directly to the college or university in which the recipient is enrolled (not to the recipient) and will only be disbursed if the student is enrolled after the final drop date for each class. The school shall then credit the recipient's account with the amount awarded for the semester involved.

The State Library may monitor the academic progress of any scholarship recipient during the semester for which the scholarship is awarded. The scholarship recipients are responsible for requesting a copy of their official transcripts be sent to the State Library to verify grades at the end of the semester for which the scholarship is awarded.

Once the scholarship has been awarded, support may continue in subsequent semesters. Recipients will receive instructions on continuing their scholarships once their first award is granted. The continuance of the scholarship will be contingent upon receipt of the latest transcripts verifying grades are compliant with the scholarship program's academic requirements. No scholarship funds will be awarded for a subsequent semester unless the recipient meets all requirements of the program during the previous semester, and achieves a minimum of a cumulative 3.00 grade point average on a 4.00 scale, or equivalent if a different scale is used. Please be aware scholarships are also dependent upon available funding and continuance is at the discretion of the Missouri Secretary of State.

MISSOURI STATE LIBRARY
SCHOLARSHIP APPLICATION

Winter/Spring and Summer 2007 Semesters
Applications Due October 2, 2006

I. CONTACT INFORMATION

Name: _____ SSN: _____

Daytime Phone Number: _____ Home Phone Number: _____

E-mail: _____

Mailing Address: _____

City/State/Zip: _____

II. ACADEMIC RECORD

Current Student Status: ☐ Graduate ☐ Undergraduate

Educational Program for Winter/Spring 2007 or Summer 2007:

- ☐ Master of Arts (Library Science) at University of Missouri – Columbia
- ☐ Master of Science (Library Science) for School Library Media - Central Missouri State
- ☐ School Library Media Certification Program

Educational Institution: _____
**Please note eligibility requirements in the guidelines. If school is ineligible, application will not be considered.*

☐ Other: _____

Educational Institution: _____
**Please note school eligibility requirements in the guidelines. If school is ineligible, application will not be considered.*

Student ID Number (if applicable) _____

Number of credit hours anticipated in Winter/Spring 2007 _____

Number of credit hours anticipated in Summer 2007 _____

Anticipated Date of Program Completion _____

Anticipated enrollment status: ☐ Full-time ☐ Part-time

List colleges and/or universities at which you have earned credits including current institution. Attach additional sheets if necessary. Transcripts for all credit should be requested from each school and sent directly to the Missouri State Library.

Institution: _____
Dates Attended: _____ Number of Credit Hours Earned: _____
Major: _____ Minor: _____ Grade Point Average: _____
Degree Earned (if applicable) _____

Institution: _____
Dates Attended: _____ Number of Credit Hours Earned: _____
Major: _____ Minor: _____ Grade Point Average: _____
Degree Earned (if applicable) _____

Institution: _____
Dates Attended: _____ Number of Credit Hours Earned: _____
Major: _____ Minor: _____ Grade Point Average: _____
Degree Earned (if applicable) _____

Complete the following questions based on your academic standing:

Undergraduate Students:

Cumulative Undergraduate GPA: _____

Number of hours completed toward undergraduate degree: _____

Number of credit hours needed to complete graduate degree: _____

Expected date of graduation: _____

When will you begin your graduate degree?: _____

Where you do you plan to attend graduate school?: _____

When will you complete your graduate degree?: _____

Graduate Students:

Cumulative Undergraduate GPA: _____

Cumulative Graduate GPA: _____

Number of hours completed toward graduate degree: _____

Number of credit hours needed to complete graduate degree: _____

Expected date of graduation: _____

III. BACKGROUND INFORMATION (attach additional sheets if necessary)

List any honors, awards and commendations received since entering college (indicate year and nature of honor or award):

List any participation in school, extracurricular and civic activities:

List employment experience (Include up to three most recent positions, any previous library related employment and/or any summer internship experience):

Institution/Organization: _____

Title: _____

Nature of Work: _____

Dates of Employment: _____

Supervisor: _____

Institution/Organization: _____

Title: _____

Nature of Work: _____

Dates of Employment: _____

Supervisor: _____

Institution/Organization: _____

Title: _____

Nature of Work: _____

Dates of Employment: _____

Supervisor: _____

References: Please give contact information for those persons submitting reference letters on your behalf. Letters should be sent directly to the Missouri State Library prior to the deadline.

Name: _____ Phone: _____

Position/Place of Employment: _____

Relationship to the applicant: _____

Name: _____ Phone: _____

Position/Place of Employment: _____

Relationship to the applicant: _____

Name: _____ Phone: _____

Position/Place of Employment: _____

Relationship to the applicant: _____

III. ESSAY

Write and enclose with this application, an essay of no more than 1,000 words addressing the following questions:

- What is your educational plan for completing your graduate program? Include number of courses and semesters remaining to complete your degree. If this plan includes undergraduate credit, please describe your plan to complete degree and transition to graduate school.
- Why are you interested in entering the library profession?
- What are your career goals?
- Why should you be awarded the scholarship?

IV. CERTIFICATION AND RELEASE AUTHORIZATION

I certify this information is true, complete and accurate to the best of my knowledge, and understand falsification of any statements will result in disqualification of the scholarship. If awarded this scholarship, I understand and agree to fulfill the work commitment by securing a full-time, professional position in a publicly funded library and maintaining this employment for a length of time equal to one month for every academic course paid by this scholarship. I also understand the scholarship is awarded subject to appropriations and at the discretion of the Missouri Secretary of State and I give permission to contact my school(s) or other references for verification of any information I have submitted. I have read and understand the guidelines and requirements of this scholarship program.

Applicant Signature: _____ **Date:** _____

All application materials, transcripts and letters of recommendation must be postmarked no later than October 2, 2006, for the Winter/Spring 2007 and Summer 2007 semester.

Completed application and essay should be sent in original form with original signatures. No photocopies will be accepted.

Official transcripts and letters of recommendation should be sent directly from institutions and references.

Mail to:
Missouri State Library Scholarships
Brenda Sites, Continuing Education Consultant
600 W. Main St., PO Box 387
Jefferson City, MO 65101-0387